



# TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT



President – Chris Steele • Vice-President – Bill Pease • Director – Kevin Graves • Director – Robert Leete • Director – Mark Simon

## **.MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE TOWN OF DISCOVERY BAY**

Wednesday September 16, 2015

**REGULAR MEETING 7:00 P.M.**

Community Center

1601 Discovery Bay Boulevard, Discovery Bay, California

Website address: [www.todb.ca.gov](http://www.todb.ca.gov)

### **REGULAR MEETING 7:00 P.M.**

#### **A. ROLL CALL AND PLEDGE OF ALLEGIANCE**

**Call business meeting to order** – 7:00 p.m. by President Steele

**Pledge of Allegiance** – Led by President Steele

**Roll Call** – All Present with the exception of Director Graves and Director Leete

**Director Graves** – Arrived at 7:06 p.m.

#### **B. PUBLIC COMMENTS (Individual Public Comments will be limited to a 3-minute time limit)**

There was one Public Comment Speaker

#### **C. PRESENTATIONS**

None

#### **D. PRESIDENT REPORT AND DIRECTORS' COMMENTS**

**President Steele** – Recognized the loss of Sharon Butler, Lifeguard with the Community Center

#### **E. CONSENT CALENDAR**

All matters listed under the CONSENT CALENDAR are considered by the District to be routine and will be enacted by one motion.

1. Approval of DRAFT minutes of special meeting for September 2, 2015

2. Approval of DRAFT minutes of regular meeting for September 2, 2015

3. Approve Register of District Invoices

4. Approval of the Capacity Fee Charge Report for the Fiscal Year 2014-2015

**Motion by:** Director Simon to approve the Consent Calendar

**Second by:** Vice-President Pease

**Vote:** Motion Carried – AYES: 4 – President Steele, Vice-President Pease, Director Graves, Director Simon, NOES: 0, ABSENT: 1 – Director Leete

#### **F. BUSINESS AND ACTION ITEMS**

1. Odyssey of the Mind Teams utilizing Community Center through March 2016

**General Manager Howard** – Provided the details of item F-1. Amanda Dove provided additional details of item F-1. There was discussion between the Board, the General Manager, and Amanda Dove. The Board directed Staff to review and bring back with a final approval.

2. Sewer Easement from the Discovery Bay Country Club Home Owner's Association to the Town of Discovery Bay

**General Manager Howard** – Provided the details of item F-2. Legal Counsel Attebery provided additional details regarding item F=2. Discovery Bay Country Club HOA President Walter Shipilov also provided additional details of item F-2.

**Motion by:** Vice-President Pease to authorize the General Manager to execute all Easement Documents necessary to effectuate a sewer easement to the Town of Discovery Bay from St. Andrews to Discovery Bay Boulevard on Clubhouse Drive.

**Second by:** Director Simon

**Vote:** Motion Carried – AYES: 4 – President Steele, Vice-President Pease, Director Graves, Director Simon, NOES: 0, ABSENT: 1 – Director Leete

3. Pre-annexation Agreement(s) between the Town of Discovery Bay Community Services District and (1) Disco Bay Partners LLC (Newport Pointe); and (2) Pantages at Discovery Bay LLC.

**General Manager Howard** – Provided the details of item F-3. Legal Counsel Attebery provided additional details of item F-3. There was discussion between the Board, the General Manager, and Legal Counsel.

**Newport Pointe Representative** – Provided additional information in regards to Newport Pointe

**Mark Armstrong** – Provided additional information in regards to Pantages

**Motion by:** Director Graves to authorize the General Manager to execute Pre-Annexation Agreement(s) between the Town of Discovery Bay and: (1) Disco Bay Partners LLC (Newport Pointe); and (2) Pantages at Discovery Bay LLC (Pantages Bays) to effectuate the future annexation of those residential development projects into the Town of Discovery Bay District boundaries.

**Second by:** Vice-President Pease

**Vote:** Motion Carried – AYES: 3 – President Steele, Vice-President Pease, Director Graves, NOES: 1 – Director Simon, ABSENT: 1 – Director Leete

**G. INFORMATIONAL ITEMS ONLY (NO ACTION NECESSARY)**

1. September 9, 2015 LAFCO Presentation

**General Manager Howard** – Provided the details of item G-1.

**President Steele** – Attended the LAFCO meeting on September 9, 2015

2. California Special District Association September/October Magazine Article

**General Manager Howard** – Provided the details of item G-2.

**H. VEOLIA REPORT**

1. Veolia Report – Month of August 2015

**Project Manager Berney Sadler** – Provided the details of the August 2015 Monthly Operations Report. There was discussion between the Project Manager, the General Manager, the Water and Wastewater Manager, and the Board.

**I. MANAGER'S REPORTS – Discussion and Possible Action**

None

**J. GENERAL MANAGER'S REPORT – Discussion and Possible Action**

**General Manager Howard** – Scheduled the Emergency Action Plan Presentation for October 7, 2015

**K. DISTRICT LEGAL COUNSEL REPORT**

None

**L. COMMITTEE UPDATES – Discussion and Possible Action**

**M. CORRESPONDENCE – Discussion and Possible Action**

1. Contra Costa County Aviation Advisory Committee meeting minutes for July 9, 2015

2. Contra Costa County Aviation Advisory Committee meeting minutes for August 13, 2015

**N. PUBLIC RECORD REQUESTS RECEIVED**

**O. FUTURE AGENDA ITEMS**

**P. ADJOURNMENT**

The meeting adjourned at 8:01 p.m. in honor of Sharon Butler. The next Regular meeting will be October 7, 2015 starting at 7:00 p.m. at the Community Center located at 1601 Discovery Bay Boulevard.

//cmc – 09-18-15

<http://www.todb.ca.gov/agendas-minutes>